



## JOB HAZARD ANALYSIS

(Certification of Hazard Assessment – 29 CFR 1910.133)

U.S. FISH AND WILDLIFE SERVICE

JOB ACTIVITY: Material Handling

DATE:

PREPARED BY:

CERTIFIED BY:

### PERSONAL PROTECTIVE EQUIPMENT REQUIRED:

Work gloves

Safety-toe boots

### QUALIFICATIONS, EXPERIENCE, OR TRAINING REQUIRED:

Instruction by supervisor on proper procedures for conducting material-handling work activities.

#### BASIC JOB STEPS

#### HAZARDS

#### SAFE JOB PROCEDURE

Break work down to basic elements (such as remove, lift, carry, stop, start, apply, return, squeeze, weld, saw, walk, hold, grind, place, etc.). Describe what is done, not how it is done.

For each job step, state what accident could occur and/or what hazard is present. To determine this, ask yourself: Can the person fall; overexert; be exposed to burns, fumes, rays, gas, etc.; hit against; be struck by; in contact with; be caught in, on, or between?

State how each element of work should be performed to prevent the accident or avoid the hazard. What should the person do or not do? Be specific. What precautions should be taken? Ask yourself: What can I do to eliminate, modify, guard, identify, or protect against the potential hazard or accident, including such things as how the worker stands, holds, uses, carries, dresses, etc.?

1. Select proper equipment for work activity being conducted.

2. Conduct work activity using the proper and appropriate tools and body positions.

1. Attempting to move materials without proper assistance and/or incorrect body positions (e.g., not bending at knees to lift heavy object; attempting to lift or move an object that is out of the employee's capability, etc.).

2. Cuts, scrapes, punctures, bruises; slips/trips from inadequate housekeeping in work area.

1. Ensure adequate and appropriate tool is selected for manual handling activity being conducted (e.g., don't try and move a box alone – either use a dolly, cart, or get someone else to help out).

2. Wear leather work gloves, safety-toe boots at all times; keep work area neat and floor swept

Never engage in horseplay while participating in any work activity.

**JOB HAZARD ANALYSIS**  
(CONTINUATION SHEET)

JOB ACTIVITY: \_\_\_\_\_

BASIC JOB STEPS	HAZARDS	SAFE JOB PROCEDURE